

**Present: Cllr Taylor (Chair), Cllr Butler, Cllr Clark, Cllr Gibbs, Cllr King, Cllr McCullough, Cllr Lean, Cllr Fay**  
**Ward Councillor: C Young**  
**Clerk: S Simmons**

2512. Apologies for absence Apology accepted from Cllr Blackmore

2513. Declarations of Interest under the Localism Act 2011

Cllr Clark & Cllr Lean declared an interest in the planning application P19/2501/F; Cllr Butler declared an interest in a payment to Manor Hall.

2514. Reports from South Gloucestershire Councillors on matters relating to the Parish

## **Report for Westerleigh Parish Council for March 2019 (including updates)**

### **Planning issues**

*PK18/4990/F – Erection of canopy at Unit 5 Badminton Road Trading Estate*

Although the Parish Council raised no objections for this application, four residents were concerned about additional noise and seagulls being attracted to the site, so it appeared on the Circulated Schedule. Having read the report and discussed the residents' concerns in more detail with the case officer, it became clear that these were not reasons for refusal or the imposition of conditions.

No condition could be imposed requiring additional mitigation for noise, over and above the existing acoustic fence, because the introduction of the canopy would not increase the activity on the site. Planning legislation says that where there is appropriate legislation outside the planning system that is there to address specific matters, it is not for planning legislation to resolve. In this case, Environmental Health Legislation is the appropriate way to enforce against noise nuisance and if complaints are received by South Glos Environmental Health Officers will investigate and take action if necessary. Had they, for example, increased the number of loading bays, it might have been appropriate to have a noise assessment to establish whether or not additional noise protection is required, but that's not the case.

With regards to the seagull issue, it is not a planning matter. It is specifically covered by Environmental Health Legislation and is the responsibility of the site owner to resolve.

### **Westerleigh traffic calming**

In December I delivered a letter about the speed table proposed near The Pound in Westerleigh to people living along that stretch of Westerleigh Road. After the deadline I set, I collated the responses and sent them to the officer now responsible for the scheme. He provided responses, which I shared with people via email, phone or letter.

Having considered all the concerns raised about the location of this speed table and the officer advice that there is no suitable alternative location, I expressed the view that it should be excluded from the TRO. It was clearly going to generate significant objection, the supporting data is less conclusive than for the other location and the priority should be to install that one (in the revised location agreed for that).

I went on to request that they consider alternative traffic calming measures, like an interactive speed sign, given the difficulty of siting a speed table between the village green and the double railway arches. I subsequently received a response from Tracey Hamblett of the Assess and Decide team. She explained that the accident record and the most recently measured 7 day average 85<sup>th</sup> percentile vehicle speed (30.7mph northbound, 30.8mph southbound) would not reach the threshold for police enforcement or make it a priority site for a speed sign funded by South Glos Council. It also wouldn't meet the criteria for Westerleigh Parish Council to fund a speed sign, because you would not be able to show evidence of speeding at a level requiring police enforcement.

She went on to say:

*Alternatively, the Parish may wish to consider funding a temporary vehicle activated sign which should not be in situ for more than 6 weeks at a chosen site and should not return to monitor a site within a 12 week period. To maximise the sign*

usage, other Parish Councils have purchased 2 posts and 1 temporary vehicle activated sign and moved the sign between two locations and rotating the signs on each post after six weeks.

If the Parish Council was interested in going down this route I could make further enquiries.

I also said that this issue may well need to be revisited if the proposed new motorway junction goes ahead without both a Westerleigh/Coalpit Heath bypass and some means for those living in south Yate to get on to it without having to go up to Badminton Road first.

### **Ruffet Road/Henfield Road water leak**

Cllr McCullough has been in contact with me about a water leak at the junction of Ruffet Road/Henfield Road. Initially Bristol Water said it was nothing to do with them so I got Street Care involved but when it worsened over the weekend of 23/24<sup>th</sup> February Cllr McCullough contacted me again and we ended up meeting Bristol Water and the Area Street Care Inspector on site. At this point Bristol Water accepted responsibility. An initial 2 day closure of the small spur of road so that they could locate and fix the leak was extended first to 5 days then 10.

### **Car Park extension at the Badminton Road council offices, Nibley**

Work on the car park extension, which had been delayed, is now expected to start in August, completing in October. This is in response to the concerns of residents about disruption over the peak summer months. This way the construction avoids the peak holiday time but will still take place within dryer months to minimise disruption on the roads due to mud. Also, due to the exceptional temperatures we've had, birds may already be nesting.

Remedial works will start on the existing car park in July, but these are very minor in comparison – jet washing, some relaying of surfaces – and will finish by the end of July.

### **Yate Park and Ride**

You may have seen references to Yate Park and Ride in the local press in the last few days. I was sent a late addendum to the Cabinet papers relating to the Environment and Community Services Infrastructure Programme 2019/20 onwards. This included a paragraph referencing Yate Park and Ride:

*'There is a need to facilitate a strategic approach to planning for Yate, complimentary to that that can be achieved with the Housing Capacity Fund alone. This master plan will bring together partner investment plans, ensuring that development delivers maximum benefit and results in a well-planned place. This will enable the early delivery of Park & Ride so that opportunities are not lost to ensure that this JSP mitigation is well placed to serve development at an early stage.'*

The next paragraph said that £3.5m would be added to the programme for this, split between revenue and capital, subject to the future approval of the individual project business cases by the WECA Committee.

At the Cabinet meeting I queried the size of the proposed Park and Ride, given that the one shelved in 2007 was intended to be 180 spaces, there has been significant development planned and in some cases built in the Yate area since then, and the November Emerging Findings Transport Report in support of the JSP talked about it having only 200 spaces. An officer said 200 was based on DfT modelling but that doesn't mean they wouldn't want to future proof the plans.

### **ASB in lane between Wayleaze and Alexandra Road**

After concerns were raised with me by a resident who lives in one of the houses that backs on to the lane, I contacted officers to ask how the public would be consulted about the proposals to make the lane less attractive for loitering in. The ASB Case Officer has confirmed that she is speaking to the council's Strategic Communications team to get some advice on the consultation process. She will then complete a letter drop to local residents. In the meantime, the local Neighbourhood Policing Team have this area on their patrol plan and are referring individuals to the ASB team for them to follow the early intervention procedure.

### **Experimental Traffic Order on roads west of Badminton Road**

Although the Ruffet Road/Coalsack Lane closures were abandoned, the Experimental Traffic Order did go ahead and close some roads to the west of Badminton Road, outside this Parish but used by Parishioners. This order can be in place for up to 18 months, the decision on the current order is being taken at the moment and more information will be made public imminently. Everything stays in place until the decision is made.

### **Church Road resurfacing**

At very short notice, South Glos Council announced the closures of the stretch of Church Road, Frampton Cotterell from the Lower Stone Close junction to the more western of the Bridge Way junctions. The resurfacing was obviously very welcome but the closure was a concern for people. Although the official diversion was Badminton Road-Stover Road-Iron Acton Bypass-Bristol Road, people with local knowledge used Bridge Way-Park Lane and then some combination of other local roads to find a shorter route through.

### **Gypsy Patch Lane closures**

The council is asking regular users of Gypsy Patch Lane to fill in a survey so they can decide on the best diversion routes when the road has to be closed for the replacement of the railway bridge, part of the Cribbs Patchway Metrobus extension work. You can find the survey at [www.southglos.gov.uk/GPLsurvey](http://www.southglos.gov.uk/GPLsurvey) and have until 20th March to respond.

### **Concerns about dog theft**

Local residents expressed concern to me about the risk of dog theft in our area, a concern I raised with the police. Avon and Somerset Police subsequently wrote to all councillors saying they are aware of concerns about dog theft in South Gloucestershire. Police officers appreciate the distress caused by the theft of a much loved pet but **dog theft is thankfully rare**. When it does happen, media and social media appeals can help and can be issued through police channels. Any appeals should always include the crime reference number.

Our local beat manager has sent me the following advice for dog owners on keeping their dogs safe:

#### **PREVENT YOUR DOG BEING LOST / STOLEN FROM HOME:**

- At home, make sure your garden is secure and fit a bell to the gate so you hear if anyone opens it.
- Keep your dog in view in the garden, don't just leave them outside unsupervised.
- Make sure your dog is microchipped and that you keep your contact details up-to-date, especially if you move house or change your telephone number. Dogs and puppies in the UK must be microchipped by eight weeks old, by law.
- Your dog should always wear a collar and ID tag with your name and address on it. This is a legal requirement when your dog is in a public place. A mobile number is also a good idea, but avoid putting your dog's name on the disc.
- Take clear photographs of your dog from various angles, and update them regularly. Make a note of any distinguishing features.
- Have lots of photographs of yourself with your dog, to help you to prove ownership if needed.

#### **PREVENT YOUR DOG BEING LOST / STOLEN WHILE OUT:**

- Think twice before leaving your dog tied up outside a shop. You will make them a vulnerable and tempting target for opportunist thieves.
- Don't leave your dog alone in the car, even for a few minutes. Thieves can break into your car to steal your precious pet.
- Train your dog to come back when called, and never let them off the lead if you are not sure they will come back to you. If in doubt, use an extending lead, especially if you are in an unfamiliar area where your dog may get lost more easily.
- Beware of strangers asking you questions about your dog.
- Vary your times of walks and routes.

- Report suspicious activity.

### **South Glos Council budget**

The South Glos portion of the Council Tax will go up by 2.99%, the maximum allowed without a referendum. Despite this, reserves are having to be used to balance the revenue budget for the next 2 years and the Medium Term Financial Plan then shows a cumulative deficit of £3.8m in 2021/22 and £9.6m in 2022/23, with the positioning worsening in later years. Even this position requires significant savings in areas like social care, where we know demand is rising rapidly. My colleagues and I proposed an amendment to the capital budget to provide affordable housing on council land and release capital for resurfacing residential roads. This was voted down and we then supported the un-amended budget because we supported the investment in schools.

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2515. Pre-arranged items from members of Public  
None – no members of the public were present

2516. Parish Councillor Reports – written submissions, taken as read with questions taken as necessary  
None

2517. Council to Approve Minutes of Parish Council meeting held on February 11th 2019

An amendment was approved to Minute 2496 question (b) as follows:

b) In regard to "Experimental Traffic Order - Various Roads, Downend, Henfield and Winterbourne area - Experimental Prohibition of Driving order" Despite the 'experimental' period and consultation ending in October 2018 some signs and bollards etc are still in place. Apparently there was a serious accident on Monday 28th January and ~~emergency services were blocked~~ traffic flow to avoid the blockage was impeded by bollards. ~~and took longer to reach the scene.~~ Ruffet Road has ironically seen more traffic as a result of other restrictions and this is ongoing. Why has the experimental scheme not been removed? What is happening next?

**The Minutes were then approved by all who had been present and duly signed by the Chair**

2518. Council to consider any planning applications that have been posted on SGC planning list including:

(a) P19/1948/PNA Prior notification of the intention to erect 1 no. agricultural building for the storage of farm machinery and fodder. Church Leaze Farm Henfield Road Coalpit Heath Bristol BS36 2UY  
**Westerleigh Parish Council have no objections to this application but would like to draw attention to the fact that the access route shown on this application seems to be at odds with the positioning of new build properties covered by application PT17/1892/F**

(b) P19/1878/O Demolition of existing dwelling and erection of 2 no. detached dwellings with associated works. 238 Badminton Road Coalpit Heath Bristol BS36 2QG  
**WPC have no objections.**

P19/2083/RVC Variation of condition 13 attached to planning application PT17/0215/O (allowed at appeal) to change the wording so a Public Art scheme can be submitted separately. Land East Of Park Lane Coalpit Heath Bristol BS36 2HA  
**WPC have no objections.**

P19/2501/F Extensions and alterations to existing double garage and office to form living accommodation ancillary to the main dwelling house. Oakley Green Cottage Kidney Hill Westerleigh Bristol BS37 8QY  
**Westerleigh Parish Council do not object to this application if it is shown that further accommodation is needed for a person connected to the main owner. WPC ask SGC to add a condition that would ensure that this garage conversion remains an ancillary part of the main property and cannot become a separate property in the future.**

2519. Council to consider/approve Grant Applications – none ready to be approved but three in the pipeline: Great Western Air Ambulance; Frampton Cotterell Play Area in Beesmoor Rd; Thornbury Youth Music;

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**Full Council Meeting Monday March 11th 2019**  
**Jubilee Room, Manor Hall, Coalpit Heath 7.15pm**

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2520. Parish Council to note receipt of Minutes of E & L Meeting 25.2.2019  
 Noted

2521. Council to consider/approve updated quotes/information for works at Bitterwell Lake and Westerleigh Playing Field discussed at E & L 25.2.19

(a) New pair of Car park gates at Bitterwell Lake top car park

Following the E & L it was decided to change to a more open design pair of gates, not timber clad. This will make the gates lighter and require less maintenance and the openness will aid dealing with the anti-social behaviour activities as the area will be more visible to passers-by. The Lake manager does not wish to quote for this style of gates and CR Belcher has supplied a reduced quote of £960 for 6ft green metal gates designed to make it difficult to climb over. **This quote was accepted and approved.**

(b) Repairs to section 1 of paths and bank of Bitterwell Lake. **After further clarification on how the oak sleepers would be installed the quote for £4808 to repair section 1 of the path and shore up the path/bank was accepted and approved.**

(c) Repairs to surface of top car park at lake.

The car park has an area at the far end, plus a few pot holes, that need the top scraping off and a stone/stone dust mix compacting.

A quotation for £2974 has been received from Thornbury Surfacing. Other quotes to be sought. The Lake Manager is to be asked to close off that section to avoid a worsening surface situation.

(d) New 12ft wide gate at Westerleigh Playing Field from Village Hall car park  
**The quotation for £385 has been accepted and approved.**

(e) Westerleigh Village Hall have asked regular users to close the gates to the road. The lack of lighting in the rear car park has been resolved by ensuring the internal switch is marked to show it is for those lights and to be left on.

2522. Council to approve payment of accounts

S Simmons	CLERK expenses Feb 2019	119.04
Hands Property Maintenance	Bins February	388.00
Andyloos	Loo at Bitterwell Lake	191.52
CPS	Grass cutting March	1,054.80
Manor Hall	Room hire (25/2 & 11/3)	40.50
SLCC Enterprises Ltd	11th Edition Charles Arnold Baker Book	103.99
Manor Hall	Fire resilience works in Boiler Room	1714.00
ALCA	Annual subscription 1.4.19-31.3.20	554.26
SGC	Qtrly grass cutting	478.80
C Belcher Maintenance	Jan-March inspections and Maintenance	1292.40

All payments were approved and invoices signed by authorised signatories. The payment for Manor Hall fire resilience works is to come from the budget allocation of £7500 for 2018/19. The payment for the ALCA subscription will be paid on 1<sup>st</sup> April. Authorisation was also given again for standard invoices (such as Bin emptying) received at the end of March to be paid in this financial year.

2523. Council to discuss the subject of a Rural Housing Scheme

After an informal discussion with a local landowner a few weeks ago, the Council heard information from the Clerk regarding the process of any potential scheme of affordable homes. The Clerk explained that in the Green Belt the process would come under a Rural Exception Scheme and would only be possible if a formal Housing Needs Survey was conducted and a 'need' established. This would have a cost attached. There would need to be engagement opportunities for all residents of Westerleigh village and the surrounding settlement and a partnership with other agencies such as Housing Associations.

The PC agreed that this topic would only be followed up on if the landowner gave a presentation to the PC on his ideas, (or to a sub-committee), once the new PC is in place. The first opportunity for this would be

likely to be in late May or June 2019.

2524. Council to consider the provision of planters at village entrance sign locations

The PC feel that due to the large number of potential locations this is a 'village' issue not a Parish issue and that local groups should take up this project.

2525. Council to consider responses to SGC Consultations:

**(a) Help us improve how we tell you about road works going on in your area.**

The Clerk will submit the PC responses which broadly explain that notices do not have enough detail on location and dates.

**(b) Draft Joint Local Transport Plan (JLTP4) consultation**

The Clerk will submit the PC responses which can be viewed on the PC website at <http://www.westerleighparishcouncil.org.uk/news/>

**(c) SGC Homelessness Strategy (2019-2024)**

The Clerk will submit the PC responses which broadly explain that more truly affordable accommodation needs to be made available for those in the most difficult circumstances.

2526. **Correspondence/Communication with Westerleigh Parish Council:**

**From SGC:**

(a) Updated estimate of WPC S106 payments due in 2019/20 – the estimate is now increased to £9500

(b) Information regarding S106 process arising from Blackberry Park – contact in place to inform WPC when invitations for funding are needed.

(c) Local Election Timetable – the Clerk gave information which is outlined below in Minute 2527.

(d) Updated traveller encampment protocol

**Other:**

(e) Independent Monitoring Board HMP Ashfield looking for new members – posters being displayed

(f) CPS Grounds Maintenance Year 4 of 5 Contract increase details (3.8%)

(g) Avon Pension Fund Employee Contributions for 2019/20

(h) NALC/SLCC: Clerk Payscales for 2019-2020. (2% increase) (Sent to Staff Committee Chair)

**Meetings:**

- Environmental Group meeting Tuesday 19th March, 10:00am Tortworth Estate office, GL12 8HF Cllr Fay and Cllr Taylor will attend.
- Joint Cycleways Committee is not now on June 24<sup>th</sup>. To be rearranged.
- FCPC Youth Management Group 13<sup>th</sup> March. Cllr Clark to attend.

2527. Council to receive information from Clerk regarding ongoing matters and approval where relevant

**Election information.**

The Clerk had Nomination Papers and related paperwork for those who wanted them. The dates for submitting nominations are **26<sup>th</sup> March to 3<sup>rd</sup> April 2019.**

The address of the office where they must be hand delivered to the Returning Officer is: **Returning Officer, Electoral Services, Former Infant School Site, Page Road, Staple Hill, Bristol BS16 4NE.**

The office hours are 9.30am – 4pm. Do not leave on reception or at any other office.

There is an elections helpline number for any queries - 01454 863030. Other information may be found at <https://www.electoralcommission.org.uk/search?query=parish+council&daat=on&collection=electoral-commission&form=simple-redesign&isadvanced=false&context=en>

There is also this on the SG website <http://www.southglos.gov.uk/council-and-democracy/councillors-democracy-and-elections/town-and-parish-councils/>

Posters were given for Noticeboards.

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The Clerk will aim to hold induction information sessions with all newly elected Councillors in the week between election and the first Parish Council meeting.

**Bug Hotel installation** – this will take place at Pansy Vale at 11am on Monday 18<sup>th</sup> March with Westerleigh In Bloom and Immanuel School involved.

**Public art installation by developers at Blackberry Park.** Cllr Clark and the Parish Clerk will be included in the selection panel.

**Update on ASB at Bitterwell/Newman Field** – The Clerk and one Councillor met with a member of the ASB team from SGC and a Police Officer, at the Lake and Newman Field to discuss the issues of ASB which include drug taking and unacceptable behaviour in cars and in the copse area. Ideas will be investigated to aim to reduce these activities, but in the meantime incidents should be reported on 101 with car registrations if possible.

**New bins** – the three new bins approved at the E & L will be purchased at the end of March once necessary utility searches are complete.

**Coalpit Heath Cricket Club** – the Clerk has been asked to contact CHCC about the amount of litter around their areas.

2528. Items considered urgent or exempt by the Chairman  
Council to approve Exempt Minutes from WPC meeting 11.2.2019  
These were approved and duly signed without the need for an Exempt session. No members of public were in attendance and the Minutes were not discussed, just approved.

2529. Dates of future Parish Council meetings and additional Committee meetings

Annual Parish Meeting followed by Full PC meeting Monday April 8<sup>th</sup> Westerleigh Village Hall 7.15pm  
Finance & General Purposes Committee meeting Monday 29<sup>th</sup> April Annex – Manor Hall 7.15pm  
Annual Parish Council meeting Monday May 13<sup>th</sup> Manor Hall, Coalpit Heath 7.15pm (First meeting of new PC and new SGC Ward members)

**The meeting closed at 9.15pm**